


CERTIFICATION OF CONSENT

Pursuant to the Court's [Administrative Procedures](#), consent orders must be circulated and signed conventionally and a *copy* of same, along with a copy of the [Certificate of Consent](#), is e:mailed to the appropriate judges' e:mailbox designated for such purpose. (Only certified CM/ECF participants may use this e:mail channel). The proponent must simultaneously e:file the Certificate of Consent in the CM/ECF system. It is NOT necessary to upload the consent order as an attachment to the Certificate of Consent. The same holds true for Consent Orders in Lieu of Motion (D.N.J. LBR 9013-1(j)). The Application, Consent Order, Proof of Service and Certificate of Consent are e:mailed and simultaneously e:file the Certificate of Consent. It is NOT necessary to upload the application, consent order and proof of service as attachments to the Certificate of Consent. The following instructions are for e:filing the Certificate of Consent.

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- STEP 1** Choose **Bankruptcy** from main menu
- STEP 2** Choose **Misc. Events** category
- STEP 3** Enter case number; click [NEXT]
- STEP 4** Select Certificate of Consent from drop down list; click [NEXT]
- STEP 5** Click [NEXT] to skip the Joint Filing screen OR place a check in the box if this is a Joint Filing; click [NEXT]
- STEP 6** Select the appropriate party; click [NEXT]
- STEP 7** Upload pdf; click [NEXT]
-  *TIP - It is not necessary to upload the consent order, application or proof of service as attachments to the Certificate of Consent.*
- STEP 8** Place a check in the box *Refer to an Existing Event(s)* if applicable and enter the hearing date in the variable box, if applicable; click [NEXT]
- STEP 9** Confirm case name and number; click [NEXT]

STEP 10 Docket text appears. Review for accuracy, modify if appropriate; click [NEXT]

*TIP - Text of docket entry cannot be modified. If modification is necessary, use [BACK] button. **THIS IS THE ONLY OPPORTUNITY TO MODIFY INFORMATION OR ABORT TRANSACTION.***

SAMPLE DOCKET TEXT

Certificate of Consent. Filed by Trustee1 Trenton on behalf of Trustee1 Trenton. (Trenton, Trustee1)

STEP 11 Notice of Electronic Filing displays.